

ADMINISTRATIVE - INTERNAL USE ONLY

1. WHITE HOUSE BRIEFING: PRINTING & PHOTOGRAPHY DIVISION (P&PD) RECEIVED A RUSH PRIORITY JOB FROM DBI/OFFICE OF CURRENT PRODUCTION ANALYTIC SUPPORT (O/CPAS) FOR THE PRODUCTION OF EIGHT MAPS AND TWO 35MM SLIDES TO BE USED IN A WHITE HOUSE BRIEFING ON THE EMERGENCY FOOD NEEDS AROUND THE WORLD. THE JOB WAS RECEIVED AT 1300 HOURS ON 16 APRIL AND WAS DUE BACK TO THE CUSTOMER BY OPENING OF BUSINESS ON 17 APRIL. ALL DEADLINES WERE MET TO THE CUSTOMER'S SATISFACTION.
2. PRINTING PRODUCTION SUPPORT: P&PD CONTINUES TO RECEIVE A TREMENDOUS AMOUNT OF REQUESTS FOR PRINTING PRODUCTION SUPPORT. THE DIVISION RECEIVED A RECORD 270 JOBS DURING THE PAST FIVE DAY REPORTING PERIOD.

B. DIGITAL PREPRESS ACTIVITIES: P&PD IS PREPARING A PAPER OUTLINING REQUIREMENTS FOR THE DBI/DEPUTY DIRECTOR OF SCIENCE AND TECHNOLOGY (DDS&T) BRIEFING BOARD IMAGERY TRANSMISSION SYSTEM (BITS). THE PAPER SHOULD BE COMPLETED LATER THIS WEEK AT WHICH TIME IT WILL BE SENT FORWARD TO THE DIRECTOR, OFFICE OF DEVELOPMENT AND ENGINEERING (OD&E) FOR

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INCLUSION INTO THE OVERALL BITS REQUIREMENTS PAPER.

C. COPIER ACTIVITIES: IN CONJUNCTION WITH THE OFFICE OF COMMUNICATIONS - OFFICE OF LOGISTICS (OC-OL) INFORMATION MANAGEMENT CENTER (IMC) AND THE OC-OL RECORDS MANAGEMENT OFFICER, A REQUEST TO SUPPORT AN ANTICIPATED INCREASE IN COPYING REQUIREMENTS WAS RECEIVED IN P&PD. THIS INCREASE IS DUE TO THE FACT THAT THE IMC HAS BEEN TASKED TO ACT AS THE REMOTE MESSAGE HANDLING FACILITY FOR THE RECEIVING AND SENDING OF ALL CABLE TRAFFIC FROM HEADQUARTERS FOR BOTH THE OFFICES OF LOGISTICS AND COMMUNICATIONS. A REVIEW IS CURRENTLY UNDER WAY TO SEE WHICH COPIER WOULD BEST MEET THEIR NEEDS IN THE MOST COST-EFFECTIVE MANNER.

D. SALVAGE OF WASTE PAPER: P&PD PERSONNEL HAVE BEEN IN CONTACT WITH THE REVIEW AND HERALD PUBLISHING COMPANY IN HAGERSTOWN, MARYLAND REGARDING A VISIT TO THEIR PLANT TO SEE THE DRIG BLOW PIPE COMPANY WASTE PAPER AND TRIM REMOVAL CYCLONE SYSTEM IN OPERATION. THIS IS ONE OF THREE SYSTEMS UNDER CONSIDERATION FOR HANDLING P&PD'S WASTE PAPER DISPOSAL PROBLEMS. A TRIP WILL BE SCHEDULED IN THE NEAR FUTURE.

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II. SIGNIFICANT EVENTS ANTICIPATED DURING THE COMING WEEK

NONE

STAT

C/P&PD/OL